



STATE OF CONNECTICUT DEPARTMENT OF ENVIRONMENTAL PROTECTION

Remediation Division

www.ct.gov/dep/remediation

Instructions for Transmittal Forms

Use these instructions to complete the transmittal forms listed below:

Completion of Investigation Transmittal Form (DEP-REMEDIATION-PTP-134a(g)-Invest)

Remedial Action Plan Transmittal Form (DEP-REMEDIATION-PTP-134a(g)-RAP)

Approval Request or Notice Transmittal Form (DEP-REMEDIATION-RSR-002)

The Transmittal forms and all documents attached to such must be submitted to:

Remediation Division, 2nd Floor
Bureau of Water Protection and Land Reuse
Department of Environmental Protection
79 Elm Street, Hartford, CT 06106 - 5127

All sections of transmittal forms must be filled out or the appropriate answers circled or checked, as applicable. The authorized signatory for the Certifying Party must sign and submit the transmittal forms required pursuant to Section 22a-134a(g)(1) of the Connecticut General Statutes. The licensed environmental professional (LEP) must complete the appropriate sections of the transmittal forms and provide signature and seal to indicate written approval.

Completion of Investigation Form (DEP-REMEDIATION-PTP-134a(g)-Invest)

In accordance with CGS Section 22a-134a(g)(1), as amended by PA 07-233, the Certifying Party of the Form III filed with the Department pursuant to CGS Section 22a-134a(c), shall submit to the Commissioner documentation, approved in writing by a LEP, that the investigation of the parcel has been completed in accordance with prevailing standards and guidelines. The final site investigation report must be submitted not later than two (2) years after receipt of the notice from the Commissioner that the Form III filed with the Department pursuant to CGS Section 22a-134a(c) is complete, unless a later date has been specified by the Commissioner in writing.

This transmittal form must be signed and submitted by the Certifying Party to document that the investigation of the parcel has been completed in accordance with CGS Section 22a-134a(g)(1), as amended by PA 07-233.

The licensed environmental professional (LEP) must complete Part II ("Site Summary") of this form, and provide signature to indicate that the LEP approves that the investigation of the parcel has been completed in accordance with prevailing standards and guidelines. Part II provides key information regarding the environmental setting of the parcel and a summary of the findings of the investigation of the parcel.

A final report on the characterization of the parcel must be attached to this transmittal form, as well as all other applicable documentation which demonstrates the investigation has been completed in accordance with prevailing standards and guidelines. The final report must conform to the reporting requirements described in the 2007 Site Characterization Guidance Document (SCGD).

Remedial Action Plan Transmittal Form (DEP-REMEDIATION-PTP-134a(g)-RAP)

In accordance with Section 22a-134a(g)(1) of the Connecticut General Statutes, as amended by Public Act 07-233, the Certifying Party of the Form III filed with the Department pursuant to CGS Section 22a-134a(c), shall submit to the Commissioner a remedial action plan approved in writing by a licensed environmental professional in a form prescribed by the Commissioner. The remedial action plan must be submitted to the commissioner not later than three (3) years after receipt of the notice from the Commissioner that the Form III filed with the Department pursuant to CGS Section 22a-134a(c) is complete, unless a later date has been specified by the Commissioner in writing.

The Signatory for the Certifying Party of the Form III filed with the Department pursuant to CGS Section 22a-134a(c) must complete, sign, and submit this transmittal form, with the remedial action plan attached.

The licensed environmental professional (LEP) must complete the Remedial Action Plan Summary of the Transmittal Form and provide signature to indicate that the LEP approves the remedial action plan. The Remedial Action Plan Summary provides general categorical reasons for the proposed remedial actions at the establishment.

The remedial Action Plan must be attached to the Transmittal Form, as well as documentation that the Public Notice of Remediation has been published in accordance with CGS Section 22a-134a(i).

Approval Request or Notice Transmittal Form (DEP-REMEDIATION-RSR-002)

This transmittal form must be completed when submitting a request for the Commissioner's approval or in providing notice to the Commissioner as required in accordance with the Remediation Standard Regulations, §22a-133k-1 through 3 (RSRs) of the Regulations of Connecticut State Agencies (RCSA). Attach to this transmittal form all information required by the applicable paragraph(s) in the RSRs for the specific request or notice.

If such request for approval or notice is included as part of a larger report, enter the name of the report and the location of such request or notice within the report (ie: page / section). You do not have to separately submit the supporting information for the approval request or notice if it is contained in the mother report. If no specific information is required by the RSRs for a particular request for approval, please ensure that appropriate information is included to support the request such that the Commissioner may make a decision on the request.